

COUNCIL ON TECHNOLOGY SERVICES MEETING MINUTES

Tuesday, August 24, 1999

Council Attendees: Secretary Upson, Cheryl Clark, Chip German, Linda Harber, Patti Higgins, Joy Hughes, Pete Kolakowski, Marion Lancaster for Jan Fatouros, Bernie Hill for Ed Morris, Lan Neugent, Dave Molchany, Gerry Pacyna, Jim Peters, Jerry Simonoff, David Sullivan, Mike Thomas, Paul Timmreck, Bill Wilson.

Secretary Upson called the meeting to order at 9:15 a.m.

Secretary Upson asked David Sullivan and David Molchany to work with Leslie Carter of the Department of Information Technology in developing a direction for telecommunications hardware that potentially makes the manufacturers responsible for the contract and opens up the distribution to resellers or licensees across the state to make it more accessible to all units of government, education and local government. He would like to have something done by September.

Linda Harber of the IT Compensation and Classification Workgroup reported on the upcoming meeting with DPT to overview the workgroup proposal already approved by the Council and Secretaries Upson and Slater. All IT managers and HR directors of state agencies will be invited to attend the September 17 meeting.

Pete Kolakowski of Seat Management Workgroup has finalized the draft seat management report and it is posted on the website for comment. He encouraged everyone to read and submit any comments to the report. The fundamental recommendation is for the Commonwealth to move to a seat management program using multiple vendors to accomplish the goal.

Secretary Upson encouraged everyone to review the draft. It is a very flexible, effective and cost-conscious mechanism to have state-of-the-art technology quickly.

David Sullivan of the State and Local Government Workgroup worked with David Molchany on the upcoming COVITS presentation for how localities are providing services to the citizens via technology. There will be two completely different approaches to doing business with technology, connecting the citizens to government, by Fairfax County and Virginia Beach. The Workgroup continues to focus on network connections.

Andy Poarch presented the Gainsharing Partnership Workgroup. Work continues on their Website and they anticipate making a presentation at the October Council meeting.

Cheryl Clark presented the Privacy, Security and Access Workgroup report. The Workgroup is preparing a report which addresses issues that must be resolved in order for the Commonwealth to deploy digital signatures. It will address standards, components of an implementation strategy and

recommendations. With DIT's assistance, the Workgroup is using cold fusion software which allows flexibility to work at people's convenience than having face-to-face meetings.

DGIF has briefed the workgroup regarding implementation of its digital signatures for internal forms. Through discussions between DGIF, the APA and DOA, the Workgroup hopes that process can serve as a template for other agencies that may have the same needs. The Workgroup is tracking key state and federal legislation as well as several major procurements on PKI infrastructures and digital certificates. John Westrick of the Attorney General's Office is assisting in the development of legal issues and a group member has solicited participation of the APA.

The PSA Workgroup continues to develop a website for the Commonwealth community entitled "A Framework for Making Informed Decision on Issues Related to Privacy, Security and Access."

Secretary Upson welcomed Bill Wilson, Director of the Division of Legislative Automated Systems, as a Council member. He would like Bill to work closely with the legislature who need to be involved or made aware of the changes taking place relative to privacy and security. He recommended meeting with Joe May, Ken Plum and/or William Wampler to inform them of the work of the Council in privacy and security and the laws that address these issues.

Joy Hughes related that the Higher Ed Controller's Group is reviewing the draft seat management report and will be recommending legislative changes.

Jerry Simonoff reported the Organizational Workgroup has had several presentations on enterprise architecture and they seem to be more relevant to an individual agency architecture than to a complex and diverse enterprise as state government. A key aspect of establishing an organization for enterprise architecture is something the Workgroup calls the "Enterprise Architecture Review Board." It is a peer review group that looks at particular proposals from agencies and determines whether they are concurrent with the enterprise architecture. Dan Ziomek will be presenting a model which is based on best practices in the private sector with organizations that are as comparable to state government as can be found at this time.

Andy Poarch reported the Procurement Workgroup has been scheduling vendor presentations and continuing educational efforts.

Secretary Upson made a motion that Andy Poarch assume the duties of Executive Director of the Council. This motion was unanimously adopted.

Secretary Upson adjourned the meeting.